

# TENDER RW-1339/17

**TENDER NO: RW01339/17**

FRAMEWORK AGREEMENTS FOR MAINTENANCE, REPAIRS AND REFURBISHMENT SERVICES AND THE SUPPLY OF OPERATIONAL STOCK, TOOLS AND GENERAL SUPPLIES FOR ALL RAND WATER OPERATIONS FOR THE PERIOD OF 3 YEARS.



# Procedure to be observed

## BID DOCUMENT AND SUBMISSION

- Rand Water invites Emerging Micro Enterprises (EME's) and Qualifying Small Enterprises (QSE's) to respond to the Expression of Interest in order to be considered to be on the panel.
- The bid document is accessible for download at <http://www.randwater.co.za>. The bid document will only be available online, free of charge as of 18 April 2018.
- Download and complete the 4 documents. This pack becomes your response

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FRAMEWORK AGREEMENTS FOR MAINTENANCE, REPAIRS AND REPAIR SERVICES AND THE SUPPLY OF OPERATIONAL STOCK, TOOLS AND GENI FOR ALL RAND WATER OPERATIONS FOR THE PERIOD OF THREE YEAR links below.

**CLOSING DATE: 05/18/2018**

-  [Download Expression of Interest](#)
-  [Download Declaration Certificate](#)
-  [Download Commercial Framework Agreements](#)
-  [Download Technical Framework Agreements](#)



# Procedure to be observed Cont.

## **BID DOCUMENT AND SUBMISSION CONT.**

- The bid document must be printed (single-sided, black and white) and completed by the Bidder. No documents will be available or sold by Rand Water.
- Compile your response in the following order:
  - Technical Part
  - Commercial Part
  - Expression of Interest
  - Declaration Certificate for Local Production.
- Bidders must make submission for only one Sub-Commodity (page 5 of 56).
- The bid submission must be sealed and endorsed with the Bid Number, the Sub-Commodity Number, Description and deposit. should be deposited
- Deposited in the bid submission box located at the Rand Water Head Office, 522 Impala Road, Glenvista. The bid submission box will be located at the secondary gate on the right hand side of the main gate.



# Procedure to be observed Cont.

## **BID DOCUMENT AND SUBMISSION CONT.**

- Access to the bid submission box will not require entry through the main gate. Refer to the signage that will be available.
- Bid submissions must be made by no later than 12:00 noon on Friday, 08 June 2018
- Enquiries can be directed to Mr. Bongani Ndwandwe (Sourcing Manager) at [bndwandw@randwater.co.za](mailto:bndwandw@randwater.co.za) or Ms. Sandisile Ngubane (Buyer) at [sngubane@randwater.co.za](mailto:sngubane@randwater.co.za).



# Validity Period

- The tender shall remain valid for a period of 120 days from the date of closing of the tender. Rand Water reserves the right to extend the validity period if required



# Purpose and Strategy

- The aim of this tender process is to establish a panel of contractors that will provide maintenance, repairs and refurbishment services and the supply of operational stock, tools and general supplies for all of Rand Water operations for a period of three (3) years.
- Currently Rand Water procurement is inundated with a high number of requisitions below R500 000 meaning a high number of Request for Quotations within the Stock(maintenance, repairs, refurbishment, spares, tools and general stock) category are issued on a regular basis.
- Based on the procurement plans submitted by the business a number of projects have been identified and categorized to form part of the framework contracts in order to ensure efficient way of goods and services.



# Purpose and Strategy

- Framework agreements for the purposes of this process entail the prior technical pre-qualification approval, the agreeing on terms and conditions and then awarding of contract to the successful tenderers based on capacity. Each Sub-Commodity will have between 2 and 7 (depending on geographical location) pre-approved suppliers on the panel for that particular commodity that have gone through the procurement tender process.
- Under framework agreements, the scope of work is not fully known upfront, the volumes for the stock is not fully know at this stage, the category that will have framework agreements is therefore the maintenance, repairs and refurbishment services sub-Commodity.



# Duration

- The service will be required for a period of three (3) years. The contract will automatically end when the period ends or on termination of the contract by the employer.





# Allocation: Sub-Commodity 1 - 16

Rand Water expects to appoint at least 244 service providers who will be deployed to various Rand Water areas of operation as follows:

## Maintenance repairs and refurbishments services

| Sub-Categories           | Transformers, MV Motors, LV Motors and Submersible Pumps | Switch Gear, Cabling, Relay, Electrical Metering and Protection (LV and MV) | Load Testing of Cranes and Lifting Equipment | Extraction Fans, Workshop Machines Repairs and Supply Associated Tools | Pressure Vessels Maintenance (i.e. Blowers, Compressors, Chlorine Plant, Water hammer) - AIA | Measuring Equipment (AIA) |
|--------------------------|--|---|--|--|--|---------------------------|
| No. of service providers | 7  | 7   | 7  | 7  | 7  | 7                         |



# Allocation: Sub-Commodity 1 - 16

## Maintenance repairs and refurbishments services

| Sub-Categories           | UPS, Standby Generator and Battery Maintenance | Engine Overhaul Service and Spares | Auto Electrical Repairs | Variable Speed Drives Maintenance | Lifts Maintenance and Associated Spares | In-situ Calibration and Verification of Bulk Customer Meters |
|--------------------------|--|------------------------------------|-------------------------|-----------------------------------|---|--|
| No. of service providers | 7  | 7                                  | 7                       | 7                                 | 7                                       | 7  |



# Allocation Sub-Commodity 1 - 16

## Maintenance repairs and refurbishments services

| Sub-Categories           | Pumps and Refurbishments | Repairs and Refurbishments | Hydraulic, Pneumatic and Lubrication Systems | Transformer and Oil Sampling | Pump Elements | Rotation | Serving Calibration of Medical Equipment |
|--------------------------|--------------------------|----------------------------|--|------------------------------|---------------|----------|--|
| No. of service providers | 7                        | 7                          | 7  | 7                            | 7             | 7        | 7  |



# Allocation: Sub-Commodity 17 - 24

## Spares (17 – 20)

| Sub-Categories           | Vehicle Spares, Supplies and Services | Mechanical Spares | Electrical Spares | Metres and Spares | Metre |
|--------------------------|---------------------------------------|-------------------|-------------------|-------------------|-------|
| No. of service providers | 12                                    | 12                | 12                | 12                |       |

## General Stock and Services (21 – 24)

| Sub-Categories           | Fire Protection Systems (AIA) | Security Systems - CCTV | Gas | Garden Supplies and Horticulture Services | Cleaning |
|--------------------------|-------------------------------|-------------------------|-----|---|----------|
| No. of service providers | 12                            | 12                      | 12  | 12  | 12       |



# Allocation: Sub-Commodity 25 - 28

## General Supplies

| Sub-Categories           | Canteen - Perishables | Canteen – General Supplies | Stationery |
|--------------------------|-----------------------|----------------------------|------------|
| No. of service providers | 12                    | 12                         | 12         |



# Evaluation Criteria For MRR Service

## General Supplies

| Sub-Categories           | Canteen - Perishables | Canteen – General Supplies | Stationery |
|--------------------------|-----------------------|----------------------------|------------|
| No. of service providers | 12                    | 12                         | 12         |



# Pre- Qualifiers for this Tender

1. Attendance of compulsory site meeting.
2. Pricing schedules/ BOQ must be fully completed for a sub-commodity.
3. Fully completed Local Content Declaration Forms for each of the designated sectors as provided in Annexure 1 of the Commercial Part.
4. The bid meets the following minimum thresholds:
  - (a) 70% minimum threshold for local production and content for the different types of valves as stipulated in Annexure 2 of the technical document or Exemption from the Minister of Finance in the case of non-compliance to the Local Content threshold – if we are buying
  - (b) 90% minimum threshold for local production and content for the different types of electrical and telecoms as stipulated in Annexure 2 of the technical document or Exemption from the Minister of Finance in the case of non-compliance to the Local Content threshold;



# Pre- Qualifiers for this Tender Cont.

(c) 100% minimum threshold for local production and content for the different types of steel value added products and components as stipulated in Annexure 2 of the technical document or Exemption from the Minister of Finance in the case of noncompliance to the Local Content threshold.

5. Tender is targeting the EME or QSE
6. Tenderer must subcontract a minimum of 30% of the value of the contract (if above R30 million) to an EME that is a minimum of 51% blacked owned.  
Evidence of subcontracting agreement to be submitted.
7. Letter of good standing from the Department of Labour or any other accredited agency if applicable.
8. Form of offer to be completed and signed.
9. Completed and signed declaration of interest register.
10. Each entity must choose only one sub-commodity.





# Pre- Qualifiers for this Tender Cont.

11. Only Applicable for Sub-Commodity 3: Load testing of Cranes and Lifting Equipment (power driven or hand powered)
  - i. The Tenderer must submit proof that they are an Approved Lifting Machine Entity, registered with the Department of Labour (DOL).
  - ii. The Tenderer must submit their certificate of registration for the various sizes of lifting machine to be tested.
  - iii. The Tenderer must have conducted examination of lifting machinery and lifting equipment and must therefore provide reports of abovementioned examinations conducted in the past.
12. Only applicable for Sub-Commodity 1 – 16 If agent for an OEM, must provide an accreditation letter from the OEM.
13. Only Applicable for Sub-Commodity 11: Lifts Maintenance. If agent for an OEM, must provide an accreditation letter from the OEM



# Pre- Qualifiers for this Tender Cont.

14. Only Applicable for Sub-Commodity 12: In-Situ Calibration
  - i. Tenderers must submit proof of having a Panametrics PT878 Ultrasonic clamp-on meter as the reference or check meter.
  - ii. Tenderers must submit proof of having a minimum of 8 clamp-on units to complete the work within the given timeframe.
  - iii. Tender must submit proof that all testing/verification equipment to be used by the Tenderer has been calibrated and a valid calibration certificate (not older than 18 months) from an Accredited Laboratory (SANS 17025) shall be provided.
15. Only Applicable for Sub-Commodity 22: Fire Protection System- The Tenderer must meet the following:
  - I. SANS 1475 – Part 1&2 (2010) Mark Permit
  - II. Registration of Service Technicians South African Qualification and Certification
  - III. Committee for the Fire Industry
  - IV. Letter of Good Standing with Department of Labour (COID Act sections 80, 82 and 89).
16. Only Applicable for Sub-Commodity 27: Canteen Perishables
  - i. Proof of ownership or lease of a refrigerated delivery vehicle



# Evaluation Criteria for MRR Services

- A weighted score-card approach will be used to evaluate the technical compliance of the tenders against the specifications.

A. The **Schedule: T2.2.4 Record of Previous Experience relevant to the current scope/work (with contactable client ref.) (15weighting)**

**This is based on contractor history and managing of that particular sub-commodity. The rating is based on a four-point scale.**

- None – 0% = Tenderer will obtain 0% if projects completed in T2.2.4 of this Tender document are not relevant to the scope of work and there are no contactable or valid references completed on the table.
- Weak – 33.3% = Tenderer will obtain 33% if projects completed in T2.2.4 of this Tender document amount to relevant experience of less than 2 years and there are contactable or valid references for the experience completed.



# Evaluation Criteria for MRR Services

- Moderate– 66.7%= Tenderer will obtain 66.7% if projects completed in T2.2.4 of this Tender document amount to relevant experience of less than 4 years but equal or more than 2 years and there are contactable or valid references completed on the table.
- Good – 100% = Tenderer will obtain a score of 100%% if projects completed in T2.2.4 of the Tender document amount to relevant experience equal or greater than 5 years and there are contactable or valid references completed on the tender document.
- e.g. A Tenderer rated *Moderate* will score 10 (66.7% x 15 weighting) points.

## **B. Performance of Previous work done with Rand Water (20 Weighting)**

Project Post Execution score for work previously done with Rand Water, is evaluated based on; quality of installation, workmanship, excellence of service rendered, compliance with regulatory requirements, contractor's performance etc. The evaluated contractor must achieve a minimum of 80% in the Project Post Execution evaluation done by Rand Water at the end of each project. The final score for award of work is based on the average scores of the last 2 projects previously done with Rand Water. Contractors that have not done work with Rand Water, a reference check will be done with other clients. **Purpose is to determine how tenderer has performed on previous projects. The "Rating" of this item is based on a two-point scale:**



# Evaluation Criteria for MRR Services

- Unacceptable– 0% = Tenderer will obtain a score of 0% if there is no Rand Water Project Post Execution Score Report or reference letter or any other documented evidence of excellence of service or proof with an 80% score in the post project evaluation at Rand Water or any other Similar Client's.
- Acceptable - 100% = Tenderer will obtain 100% if there is a Rand Water Project Post Execution Report, reference letter or any other documented evidence of excellence of service or proof with an 80% score in the post project evaluation at Rand Water or any other Client for the relevant or similar scope.
- e.g. A Tenderer rated Unacceptable will score 0% and 20% if rated Acceptable (100% x 20 weighting)



# Evaluation Criteria for MRR Services

## **C. Quality Management Systems** (refer to R1.1 of T2.1.4 List of Returnable Documents) **(10 weighting)**

- Evidence of being ISO 9001 accredited or In-house QMS in place.
- Quality Control Plan (Provide a typical / template Quality Control Plan used in-house (for work similar to the Tender Scope/Work). **Purpose is to determine the tenderers QMS that are in place. The “Rating” of this item is based on a four-point scale:**
- None – 0% = Tenderer will obtain 0% if there is no evidence of an in-house QMS and no quality plan template that are included with the bid response.
- Weak – 33.3% = Tenderer will obtain 33.3% if there is evidence of an ISO 9001, 14001 and 18001 accreditation or an in-house QMS and quality plan template that are included with the bid response.
- Moderate– 66.7% = Tenderer will obtain 66.7% if there is evidence of an ISO 9001 accreditation and a detailed in-house QMS is in place and quality plan template must be detailed.
- Good– 100% = Tenderer will obtain 100% if there is evidence of an ISO 9001 accreditation or an in-house QMS in place and quality plan template must be detailed, all three must be detailed and relevant to the sub-commodity. The scope of the ISO 9001 Certificate must be relevant to the sub-commodity. Must be submitted with the tender response.  
e.g. A Tenderer rated *Moderate* will score a 6.67 (66.7% x 10 weighting).



# Evaluation Criteria for MRR Services

## D Schedule: T2.2.5 Human Resource Capacity (15 weighting)

Adjudicated based on Human Resource Capacity Schedule (including company's Project Team vs. Company Organogram; Project Team Member List including CV's - indicating whether resource in Internal/external, hours dedicated to other contracts, and hours to be dedicated for this contract, active contracts information must be included in this schedule) - **the purpose is to establish an overall picture of the company's human resource capacity and ability to undertake the work. The "Rating" of this item is based on a four-point scale:**

None – 0% = Tenderer will obtain 0% if there is no Organogram, CV's and proof of qualifications of the electrical and/or mechanical engineer, foreman, technicians, artisans, operators, SHEQ specialist, quality control and health and safety officers (all eight must be submitted).

Weak – 33.3% = Tenderer will obtain 33% if there is a company Organogram, CV's of the project team and proof of qualifications of the electrical and/or mechanical engineer, foreman, technicians, artisans, operators, SHEQ specialist, quality control and health and safety officer (all eight must be submitted).



# Evaluation Criteria for MRR Services

Moderate – 66.7% = Tenderer will obtain 66.7% if there is a company Organogram, CV's of the project team and proof of qualifications of the electrical and/or mechanical engineer, artisans, operators, SHEQ specialist, quality control and health and safety officer (all eight must be submitted). The electrical and/or mechanical engineer has a university degree and CV shows experience of 3 or more relevant years.

Good – 100% = Tenderer will obtain 100% if there is a company Organogram, CV's of the project team and proof of qualifications of the electrical and/or mechanical engineer, artisans, operators, SHEQ specialist, quality control and health and safety officer (all eight must be submitted). The electrical and/or mechanical engineer and the SHEQ/Quality/Health Officer have university honours and CV shows experience of 5 or more relevant years.

e.g. A Tenderer rated *Good* will score a 15 (100% x 15 weighting)





# Evaluation Criteria for MRR Services

## **E Schedule: T2.2.6 Equipment Resource Capacity (Plant and Equipment) (15 weighting)**

Adjudicated based on Equipment Resource Capacity (Plant and Equipment) Schedule (indicated Plant and Equipment owned/leased/to be hired/purchased etc. for the project i.e. Internal/external, days dedicated to other contracts, and days to be dedicated for this contract, active contracts information must be included in this schedule) - **the purpose is to establish an overall picture of the company's equipment resource capacity and ability to undertake the work. The “Rating” of this item is based on a four-point scale:**

None – 0% = Tenderer will score 0% if Tenderer has not provided proof of ownership or hire of the appropriate vehicles to collect and deliver the relevant equipment and has not provided proof (list of electrical and/or mechanical equipment with proof of ownership or lease) of an equipped workshop.

Weak – 33.3% = Tenderer will score 33.3% if Tenderer has provided proof of ownership or hire of the appropriate vehicles to collect and deliver the relevant equipment and has not provided proof (list of electrical and/or mechanical equipment with proof of ownership or lease) of an equipped workshop.



# Evaluation Criteria for MRR Services

Moderate – 66.7% = Tenderer will score 66.7% if Tenderer has provided proof of ownership or hire of the appropriate vehicles to collect and deliver the relevant equipment and has not provided proof (list of electrical and/or mechanical equipment with proof of ownership or lease) of fully equipped workshop. The workshop has an electrical, mechanical, quality bay and machine shop for critical spares.

Good – 100% = Tenderer will score 100% if Tenderer has provided proof of ownership or hire of the appropriate vehicles to collect and deliver the relevant equipment and has provided proof (list of electrical and/or mechanical equipment with proof of ownership or hire purchase which covers a contract duration – 3 years) of fully equipped workshop which has a fixed overhead crane. The workshop has an electrical, mechanical, quality bay and machine shop for critical spares.

e.g. A Tenderer rated *Good* will score a 15 (100% x 15 weighting)



# Evaluation Criteria for MRR Services

**F Schedule: T2.2.8 Risk Introduced by Tender Qualifications (e.g. limitations, assumptions, limited liability etc.) (5 weighting)**

NOTE: Material qualifications may result in tender being deemed non-responsive. **The “Rating” of this item is based on a three-point scale:**

Significant – 0% = Tenderer will score 0% if Tenderer has submitted their own terms and conditions.

Minimal – 50% = Tenderer will score 50% if Tenderer has made no material qualification to the terms conditions, if material qualifications (i.e. on limitations, assumptions, limited liability etc.) on the tender are deemed material, the Tenderer will score 0%.

None – 100% = Tenderer will score 100% if there are no qualifications on the tender response and has not submitted own terms and conditions

e.g. A Tenderer rated *Minimal* will score a 2.5 (50% x 5 weighting)



# Evaluation Criteria for MRR Services

## G The **Schedule: T2.2.9 Project Risk Management** (5 weighting)

As per risk register provided. **Purpose is to determine how you intended to reduce the identified inherent risks. The “Rating” of this item is based on a four-point scale:**

None – 0% = Tenderer will score 0% if there is no Response strategy and response actions on the Risk Response Plan.

Weak – 33.3% = Tenderer will score 33%% if the Response strategy and Response actions on the Risk Response Plan reduce the Probability and Impact of only 33% of the identified risks from high to low.

Moderate – 66.7% = Tenderer will score 66.7%% if the Response strategy and Response actions on the Risk Response Plan reduce the Probability and Impact of only 66.7% of the identified risks from high to low.

Good – 100% = Tenderer will score 100%% if the Response strategy and Response actions on the Risk Response Plan reduce the Probability and Impact of 100% of the identified risks from high to low. Detailed response required  
e.g. A Tenderer rated *Good* will score a 5 (100% x 5 weighting)



# Evaluation Criteria for MRR Services

## H The **Schedule: T2.2.7 SHERQ** (15 weighting)

Adjudicated based on Contractors Health & Safety Policy, DIFR status and documentation submitted (as indicated in SHERQ Schedule)

The “Rating” of this item is based on a four-point scale:

None – 0% = Tenderer will score 0% if they have not submitted a copy of their company Safety, Health and Environmental Risk assessment template.

Weak – 33.3% = Tenderer will score 33.3% if they have submitted a copy of their company Safety, Health and Environmental Risk assessment template.

Moderate – 66.7% = Tenderer will score 66.7% if they have submitted a copy of their company Safety, Health and Environmental Risk assessment template that was completed for a similar job and have provided proof of their DIFR Status over the past two years to supplement the request in T2.2.7 of the Tender document.

Good – 100% = Tenderer will score 100% if they have submitted a copy of their company Safety, Health and Environmental Risk assessment template that was completed for a similar job and have provided proof of their DIFR Status over the past two years to supplement the request in T2.2.7 of the Tender document.



# Evaluation Criteria for MRR Services

The Tenderer has also provided us with proof that their DIFR status has improved by more than 10% when comparing their 2017 and 2016 DIFR status. e.g. A Tenderer rated *Good* will score a 10 (100% x 15 weighting)



# Evaluation Criteria for Spares, Stock and General Supplies

## G The Schedule: T2.2.9 Project Risk Management (5 weighting)

As per risk register provided. **Purpose is to determine how you intended to reduce the identified inherent risks. The “Rating” of this item is based on a four-point scale:**

None – 0% = Tenderer will score 0% if there is no Response strategy and response actions on the Risk Response Plan.

Weak – 33.3% = Tenderer will score 33%% if the Response strategy and Response actions on the Risk Response Plan reduce the Probability and Impact of only 33% of the identified risks from high to low.

Moderate – 66.7% = Tenderer will score 66.7%% if the Response strategy and Response actions on the Risk Response Plan reduce the Probability and Impact of only 66.7% of the identified risks from high to low.

Good – 100% = Tenderer will score 100%% if the Response strategy and Response actions on the Risk Response Plan reduce the Probability and Impact of 100% of the identified risks from high to low. Detailed response required  
e.g. A Tenderer rated *Good* will score a 5 (100% x 5 weighting)



# Objective Criteria

Rand Water shall apply objective criteria in accordance with the PPPFA to advance economic interest of historically disadvantaged designated groups.

Black Owned – 51% or Higher

**And a minimum of one of the following:**

Black Women Owned – 51% or Higher

Youth Owned – 51% or Higher (up to 35 years old)

People with Disabilities – 51% or Higher

Military Veteran- 51% owned by black people who are military veterans

**SUB COMMODITY 1 – 16.**

**THE EVALUATION STOPS HERE AS WE HAVE NOT REQUESTED YOU TO PROVIDE US RATES. MUST MEET PRE-QUALIFIERS, SCORE A MINIMUM OF 60% UNDER FUNCTIONAL AND THEN THE OBJECTIVE CRITERIA WILL APPLY**





# Returnable Documents

Please refer to Tables T2.1.4: List of Returnable Documents

This is to ensure that you submit with your tender all the relevant supporting documents that will enable us to evaluate your response the way you would like us to.



# Rand Water's Area of Supply

The applicable Rand Water areas of supply are as follows:

- Zuikerbosch pumping System
- Raw Water System
- Vereeniging pumping System
- Mapleton pumping System
- Palmiet pumping System
- Eikenhof pumping System
- Zwartkopjes pumping System
- Rand Water extended areas of supply



# Pricing – Sub Commodity 17 - 28

- At this stage, we don't know for sure where delivery will be made. We however have a storage location that is able to store up to 70% of all Rand Water stock, goods and general supplies.

| Item Code | Description | UOM | Rate EX Works | DDP |
|-----------|-------------|-----|---------------|-----|
|-----------|-------------|-----|---------------|-----|

- **Item code** = Material number, unique ID number to Rand Water. Stock item will have a material number and non-stock won't have a material number.
- **Description** = If description says "Liquid hand cleaner anti – bacterial 5 Litre" that's the description.
- **UOM** = Says "EACH" it means each 5 litre not a rate per 1 litre.
- **Rate Ex Works** = Rate at the warehouse or factory or wholesale.
- **DDP** = Rate including transport to Central Depot (only)



# Pricing – Sub Commodity 17 - 28

Please complete all the line items on the category you have selected. Failure to do that will lead to your tender being disqualified as we will not be able to determine your full contract value.



# The End

# Thank you

